

February 15, 2002

TO: 2001 Other Telecommunications
Annual Report Preparers

File TELANRPT

FROM: Kevin H. Klingbeil, Audit Manager
Telecommunications Division
Public Service Commission of Wisconsin

SUBJECT: Filing of 2001 Public Service Commission of Wisconsin
Annual Report for Other Telecommunications Entities NO REPLY REQUIRED

The 2001 annual report software program for telecommunications entities other than incumbent local exchange carriers has been completed and must be used for filing of the 2001 annual report with the Public Service Commission of Wisconsin (Commission). This software program is to be used by the following entity types:

- 1) Alternative Telecommunications Utility (ATU)-Telecommunications reseller entities (RES);
- 2) ATU-Other telecommunications provider entities (OTH), including competitive local exchange carriers;
- 3) ATU-Cable television telecommunications service provider entities (CTV);
- 4) Interexchange carriers and other entities (ARW); and
- 5) Commercial mobile radio service providers (CMR).

The filing date for the 2001 annual report is **April 1, 2002**. An entity risks losing its Wisconsin intrastate certification if the 2001 annual report is not filed with the Commission in a timely manner. In addition, a 2001 annual report filed subsequent to April 1, 2002, may subject an entity to penalties, forfeitures, or other actions.

Download the 2001 annual report files and associated installation instructions from the Commission's Web page at <http://www.psc.state.wi.us>. They are accessible by clicking on **Telecommunications, Annual Report Programs and Worksheets**, and **2001 Annual Report Program for Other Telecommunications Providers**. System requirements and a listing of entities required to file the 2001 annual report are also available on the Web page. The listing includes entities currently authorized to provide intrastate service in Wisconsin as well as selected other entities which are not currently authorized but continue to provide service in violation of Wisconsin statutes and/or administrative rules. Use the RES, OTH, CTV, ARW, and CMR types noted on the listing to determine which portion of the 2001 Other Telecommunications Annual Report Program a particular entity should use. **(DO NOT USE THE 2000 MICROSOFT EXCEL SPREADSHEETS FOR 2001 CALENDAR YEAR REPORTING!)**

Please note the following concerning the 2001 annual report:

- 1) Filing via e-mail using the 2001 program's capabilities is required. No hardcopy printouts, diskettes, Confidentiality Request forms, or notarized affidavits should be filed with the Commission. The only exception is for resellers (with less than \$200,000 of assessable revenues) remitting to the Commission, via mail or courier, a \$100 fee together with a printout of the completed 2001 reseller annual report cover page. **(DO NOT SEND THE \$100 FEE AND RESELLER COVER PAGE PRINTOUT TO THE STATE OF WISCONSIN DEPARTMENT OF FINANCIAL INSTITUTIONS OR DEPARTMENT OF REVENUE!)**
- 2) The "assessable revenue worksheets" formerly filed by ARW and CMR entities are now termed "annual reports" for 2001 calendar year reporting. CMR entities are required to file the 2001 annual report with the Commission, even though such entities are not currently subject to the intrastate universal service fund assessments.
- 3) Confidentiality capability in the 2001 program conforms to the Commission's confidentiality determinations of May 30, 2001, concerning the 2000 annual reports filed by the above five report types, with the exception of an item noted immediately below. In the near future, the Commission will issue confidentiality determinations concerning the five 2001 annual report types based on the list of items granted provisional confidential treatment in the Commission's May 30, 2001 confidentiality determinations, as supplemented by a new item, generic Digital Subscriber Line (xDSL) lines in use, initially requested for 2001 on the Central Office Data-End of Year schedule (page 19) in the ATU-Other annual report. The 2001 program includes locks for these items. Please note that no confidentiality capability is incorporated in the 2001 program for the RES, ARW, and CMR types.
- 4) Common Language Location Identifier (CLLI) codes are now required in the Central Office Data-End of Year schedule (page 19) of the ATU-Other annual report. Please enter the appropriate CLLI code for each central office. An Advanced Fiber Communications (AFC) operation indicator has also been added to supplement the existing Standalone, Host, and Remote options. As noted above, xDSL availability and lines in use are now required in this schedule. Equal Access: InterLATA (1+) and IntraLATA (1+) are no longer required.
- 5) OTH entities should note in the Other Information schedule on page 21 of the ATU-Other annual report the Web site address where the company's stockholders' report may be found.
- 6) Municipalities authorized by the Commission as competitive local exchange carriers (CLECs) should report only the CLEC-related amounts in the ATU-Other annual report.

The Telco Annual Report Helpdesk is available to facilitate implementation of the program, address any questions, and receive any suggested improvements to the program. I am the primary Helpdesk contact person; my phone number is (608) 267-9504. (My new e-mail address is Kevin.Klingbeil@psc.state.wi.us.) If you are unable to reach me and require immediate assistance, please contact Judy Hein at (608) 266-2655. When calling (or e-mailing) the Helpdesk for assistance, be prepared to provide the following information:

- 1) Type of annual report (RES, OTH, CTV, ARW, or CMR),
- 2) Name and employer,
- 3) Phone number,
- 4) Utility name and ID number, and
- 5) Nature of problem (installation, navigating within the program, prior year data, etc.).

If the program locks up, please reboot your computer, shut down all other software programs, and restart the annual report program prior to calling the Helpdesk. Shutting down other software programs while the annual report software program is being used minimizes potential problems.

This e-mail represents a courtesy notification concerning the availability of the 2001 program. Commission staff does not intend to subsequently notify affected entities or annual report preparers of a maintenance release, if any, associated with this program or of the availability of subsequent years' annual report programs and/or maintenance releases. Staff suggests that interested parties periodically check the Commission's Web page at <http://www.psc.state.wi.us> to ensure that the correct program is being used and that the annual report is filed with the Commission within the filing date guidelines.

I hope you agree that the streamlined filing procedures implemented for the 2001 report represent a significant step forward.

Kevin H. Klingbeil
Audit Manager, Telecommunications Division
Public Service Commission of Wisconsin
P.O. Box 7854
Madison, WI 53707-7854
Street Address:
610 N. Whitney Way
Madison, WI 53705-2729
TEL: (608) 267-9504, FAX: (608) 266-3957,
Email: Kevin.Klingbeil@psc.state.wi.us
Web Site: <http://www.psc.state.wi.us>

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